

A bill for an act
relating to state government; allowing state agencies to conduct meetings by
telephone or by electronic means; proposing coding for new law in Minnesota
Statutes, chapter 13D.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. **[13D.015] MEETINGS BY TELEPHONE OR OTHER ELECTRONIC
MEANS.**

Subdivision 1. **Application.** This section applies to:

(1) a state agency, board, commission, or department, and a statewide public pension
plan defined in section 356A.01, subdivision 24; and

(2) a committee, subcommittee, board, department, or commission of an entity
listed in clause (1).

Subd. 2. **Conditions.** An entity listed in subdivision 1 may conduct a meeting
governed by this section and section 13D.01, subdivisions 1, 2, 4, and 5, by telephone or
other electronic means so long as the following conditions are met:

(1) all members of the entity participating in the meeting, wherever their physical
location, can hear one another and can hear all discussion and testimony;

(2) members of the public present at the regular meeting location of the entity can
hear all discussion and all votes of members of the entity and participate in testimony;

(3) at least one member of the entity is physically present at the regular meeting
location; and

(4) all votes are conducted by roll call, so each member's vote on each issue can be
identified and recorded.

2.1 Subd. 3. **Quorum; participation.** Each member of the entity participating in a
2.2 meeting by telephone or other electronic means is considered present at the meeting for
2.3 purposes of determining a quorum and participating in all proceedings.

2.4 Subd. 4. **Monitoring from remote site; costs.** If telephone or another electronic
2.5 means is used to conduct a meeting, the entity, to the extent practical, shall allow a person
2.6 to monitor the meeting electronically from a remote location. The entity may require the
2.7 person making a connection to pay for documented marginal costs that the entity incurs
2.8 as a result of the additional connection.

2.9 Subd. 5. **Notice.** If telephone or another electronic means is used to conduct a
2.10 regular, special, or emergency meeting, the entity shall provide notice of the regular
2.11 meeting location, of the fact that some members may participate by electronic means, and
2.12 of the provisions of subdivision 4. The timing and method of providing notice is governed
2.13 by section 13D.04.